

**Brownfields Advisory Committee (BAC)
DNREC's New Castle Field Office
391 Lukens Drive
New Castle, Delaware
Dec. 2, 2010*
Draft Meeting Minutes**

Attendees:

Walt Bryan, WALT BRYAN, LLC
Marianne Cinaglia, DeLEASI
Kathy Fox, EA Engineering
Stephanie Hansen, YCST
Debra Heffernan, State Representative
Jenna Harwanko, BrightFields
Karl Kalbacher, NCC Director of Redevelopment
David Kane, TetraTech
Mark Lannan, BrightFields
Joe McAndrew, Ten Bears
Harry Monck, DeLEASI
Steve Ohrwaschel, Lewis Environmental
Betsy Rogers, Ten Bears
Paul Sample, Tech. Advisory Office and Samples, Inc.
Tom Schultz, Lewis Environmental
Doug Seavey, Landmark Engineering/JCM Environ.
Bill Smith, Environmental Alliance
Trent Sprenkle, Lancaster Labs
Pat Todd, League of Women Voters
Chris Whallon, Duffield

DNREC:

Stephen Johnson
Robert Newsome
Jim Poling
Tim Ratsep
Alex Rittberg
Qazi Salahuddin
Kathy Stiller
Paul Will
Christina Wirtz

DOJ

Keith Brady

*Note handouts from the Dec. 2 meeting are available online at:

<http://www.awm.delaware.gov/BAC/Pages/BACMeetings.aspx>

Introductions and Opening Remarks – Kathy Stiller welcomed old and new members.

Proposed Changes to Reimbursement Guidance – John Cargill presented a detailed summary regarding proposed changes to the BFs Grant Reimbursement Guide (presentation available at link above). The proposed changes to the guide include:

1. A cap of \$6,000 on prior assessment reimbursements.
2. Reducing the current 10% subcontractor markup reimbursement.
3. Reducing brownfield laboratory costs by 50% by using the state contract with TA.

The BAC and several BFs Financing Subcommittee members voiced concerns, which will be addressed in a special meeting of the BAC on Jan. 6, 2011. Any questions or concerns should be directed to John at: John.Cargill@state.de.us. The BFs Financing Subcommittee members will meet prior to Jan. 6 to work on the issues raised and other proposals for cost savings. Jim Poling will coordinate the subcommittee meeting, and can be reached at: Jim.Poling@state.de.us, or 302.395.2600.

Update on Brownfields Inventory – Christina Wirtz and Randy Bunch presented the new beta test application for the Brownfields Inventory. This is the interactive public interface for the “Delaware Brownfields Marketplace.” BF sites can be identified through a data search or a mapping function. BFs sites may also be submitted for listing on the “Marketplace.” The BFs Inventory presentation is available at: <http://www.awm.delaware.gov/BAC/Pages/BACMeetings.aspx>.

Approval of Minutes from Sept. 2 Meeting – The meeting minutes were approved.

Status of BF Grants FY10 – Kathy reiterated that FY10 grant funding ran over budget by approx. \$1.5 million, and will be rolled over into FY11 brownfields grant funding. She also reminded everyone that grant and loan funds are still available through the EPA Brownfields Revolving Loan Program, which is administered by SIRB. Paul Will and Jim Poling also identified \$40,000 remaining in available Subtitle C funds for targeted brownfields assessments.

Value Stream Mapping - SIRB – Qazi Salahuddin reminded everyone that combining the Conceptual Site Model and the Sampling and Analysis Plan (SAP) is working well for BFs and VCP sites, and that there should be no separate work plans.

American Recovery and Reinvestment Act (ARRA) Funding for TMB – Alex provided an update on ARRA funded LUST site cleanups. The \$1.2 million has been 100% encumbered, with \$40% spent. The deadline for spending is Sept. 2011. Alex also reminded everyone that ARRA funding can be used for eligible petroleum-contaminated Brownfield sites in DE.

Brownfield Subcommittee Report Outs:

- **Brownfields Financing Subcommittee** – Recommended changes to BFs funding policy and sunseting the BFs VCP will be effective as of Jan. 2011. Other recommendations include:
 - 1) All reimbursement packages, with the exception of the last package, should only be submitted to DNREC for an amount of \$2,000 or greater, due to the administrative costs associated with each request.
 - 2) Language in the BFs grant funding policy will be changed to reflect new wording “pursuant to the regulations” instead of section references to align with the new draft regulations.
- **Regulatory Development Subcommittee** – Workshops for new draft HSCA and Brownfields regulations will be scheduled in the spring. Regulations are scheduled to be completed by May 2011. Kathy announced SIRB’s first enforcement hearing, which took place in Nov. 2010.
- **Brownfields Outreach and Education Subcommittee** – Kathy asked Robert Newsome to obtain permission to adapt Kentucky’s brownfields survey for our own use. Also, recommended that the Outreach and Education Subcommittee select a new chair person.

Public Comments/Open Forum – No public comments were received.

Next Meeting – The next BAC meeting will be held on **Jan. 6, 2011** at the Lukens Drive Office.

Note: members should feel free to share their experiences on Brownfields projects and bring in a slide or two for the group. Before and after pictures would be greatly appreciated for public outreach purposes.

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National Brownfields Conference April 3-5, 2011 – BROWNFIELDS 2011 -- "LIFE, LIBERTY, AND SUSTAINABILITY" - REGISTRATION NOW OPEN AND IT'S FREE!!! - What began as a response to an overwhelming brownfields concern has become one of the largest environmental conferences in the United States. A partnership between the U.S. EPA and the International City/County Management Association (ICMA) has developed into the National Brownfields Conference - a premier international forum focused on redeveloping America’s brownfield properties and promoting environmental revitalization and economic redevelopment. Not just about brownfields, this year's conference themes center around green technology, sustainability, community engagement and environmental justice, green jobs, and community revitalization. Now in its fourteenth year, **Brownfields 2011 will be held April 3-5, at the Pennsylvania Convention Center and offers free online registration at www.brownfields2011.org.**